United Nations ST/IC/2016/22

Secretariat

24 August 2016

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Working hours during the seventy-first session of the General Assembly for staff members at United Nations Headquarters**

1. In accordance with rule 1 of the rules of procedure of the General Assembly, as amended by Assembly resolution 57/301, the seventy-first session of the Assembly will open on Tuesday, 13 September 2016. Accordingly, from 13 September 2016 until the last day of the main part of the regular session of the Assembly, normal working hours will be eight and a half hours per day for staff members based in New York.

2. In accordance with Secretary-General's bulletin ST/SGB/2003/4, heads of departments or offices may authorize flexible working arrangements, subject to exigencies of service. Essential services must be maintained at all times to best meet the requirements of the General Assembly.

3. From the day following the last day of the main part of the seventy-first session of the General Assembly until further notice, normal working hours will again be eight hours per day.

* Expiration date of the present information circular: 31 December 2016.

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